

**IDAHO BOARD OF MASSAGE THERAPY**  
**Bureau of Occupational Licenses**  
700 West State Street, P.O. Box 83720  
Boise, ID 83720-0063

**Board Meeting Minutes of 9/18/2017**

**BOARD MEMBERS PRESENT:** Paul J Weston - Chair  
Gail L King  
Carla Anne Steen  
Linda A Chatburn

**BOARD MEMBERS ABSENT:** Deborah A Karren

**BUREAU STAFF:** Tana Cory, Bureau Chief  
Dawn Hall, Administrative Support Manager  
Lori Peel, Investigative Unit Manager  
Maurie Ellsworth, General Counsel  
Dicsie Gullick, Management Assistant  
Candace Villarreal, Technical Records

**OTHERS PRESENT:** Lori Reynolds, Manager Massage Envy  
Jessica Garza, Manager Massage Envy  
Mike Bodine, Massage Therapist  
Tracy Koehler-Liller, Massage Therapist, Carrington

The meeting was called to order at **8:32 AM MST** by Paul J Weston.

**APPROVAL OF MINUTES**

Ms. King made a motion to approve the minutes of 7/31/17 with correction. It was seconded by Ms. Steen. Motion carried.

**EXECUTIVE ORDER**

Ms. Hall reviewed the Executive Order issued by Acting Governor Little which requires State agencies to submit a report to the Office of the Governor no later than July 1, 2018. The report will assess whether the licensure requirements are necessary and in the public interest while providing recommendations for improvement, modification or elimination. Ms. Hall reminded the Board that Mr. Weston is to assist Ms. Cory as comments and data are gathered. She stated that an insert will be sent with Renewal Forms asking for comments.

## **LEGISLATIVE REPORT**

Ms. Hall gave the legislative report. The deadlines to submit proposed rule and law revisions to the Governor's Office have passed for the 2018 Legislative Session.

## **FINANCIAL REPORT**

Ms. Hall gave the financial report, which indicated that the Board had a cash balance of \$299,501.94 as of August 31, 2017.

## **INVESTIGATIVE REPORT**

Ms. Peel gave the investigative report, which is linked above.

## **DISCIPLINE**

Ms. Peel presented Stipulation and Consent Orders regarding cases MAS-2018-2; MAS-2018-3; MAS-2018-4; MAS-2018-5; MAS-2018-8 and MAS-2018-9. After Discussion, Ms. Chatburn made a motion to approve the Consent Orders and allow the Board Chair to sign on behalf of the Board. It was seconded by Ms. King. Motion carried.

## **OLD BUSINESS**

To Do List – The Board reviewed to do list, no action was taken.

## **NEW BUSINESS**

**NEXT MEETING** was scheduled for **November 27, 2017 at 8:30 AM MST.**

**AN ADDITIONAL MEETING** was scheduled for **January 8, 2018 at 8:30 AM MST.**

## **PUBLIC COMMENT:**

Ms. Reynolds from Massage Envy asked a question regarding continuing education credits for licensees who are not current and wanted confirmation that as soon as a license is marked as not current, the Licensee is not allowed to practice. The Board stated that the license must be current to practice.

## **FEDERATION OF STATE MASSAGE THERAPY BOARDS CONVENTION 2017**

The Board discussed correspondence from FSMTB regarding weather and the upcoming Conference to be held in Tampa, Florida. No Action was taken.

The Board discussed correspondence from FSMTB regarding Resolutions to be voted on at the conference by Ms. Chatburn. Ms. King made a motion for Ms. Chatburn to pass all resolutions. It was seconded by Ms. Steen. Motion carried.

The Board discussed correspondence from FSMTB regarding the Board of Director elections to be voted on at the conference by Ms. Chatburn. General discussion was held about educators being elected to the Board of Directors and that review with other Western State Representatives, at the conference, may be helpful. Mr. Ellsworth discussed the importance of paying attention to positions on voting that affect Idaho. Election decisions were left open to the designated representative's discretion at the time of voting. No action was taken.

## **REVIEW DRAFT APPLICATION REVISIONS**

Ms. Hall presented drafts of Applications updated for stylistic modifications to headers, social security numbers, and renumbering. The Board requested updates to add educational requirements to Endorsement Applications. Ms. Chatburn made a motion to approve the applications as recommended. It was seconded by Ms. King. Motion carried.

Ms. Hall presented drafts of Renewal Application revisions. The Board discussed outcomes of failure to answer questions on applications. Ms. King made a motion to approve Renewal Applications as drafted. It was seconded by Ms. Steen. Motion carried.

## **CORRESPONDENCE:**

### **QUESTION REGARDING EXTERNSHIPS AT MASSAGE SCHOOLS:**

The Board discussed correspondence from Tracy Koehler-Liller regarding externships. The Board agreed that gathering contact information from the public is acceptable. The Board discussed that no compensation may be given directly to students: services during clinical hours must be complementary. The Board discussed creation of an FAQ for externships and clinicals. Ms. King made a motion to send a reply to this correspondence based on the last externship letter that was sent from the previous meeting. It was seconded by Ms. Steen. Motion carried. Ms. King made a motion to direct the Bureau to draft an FAQ regarding externships and clinicals, for the Board to review at the next meeting. It was seconded by Ms. Steen. Motion carried.

## **EXECUTIVE SESSION**

Ms. King made a motion that the Board go into executive session under Idaho Code § 74-206(1)(d) to consider records that are exempt from disclosure under the Idaho Public Records Law. The purpose of the Executive Session was to consider license application materials. It was seconded by Ms. Chatburn. The vote was: Ms. Steen, aye; Ms. King, aye; Ms. Chatburn, aye; and Mr. Weston, aye. Motion carried.

Ms. King made a motion to come out of executive session. It was seconded by Ms. Chatburn. The vote was: Ms. Steen, aye; Ms. King, aye; Ms. Chatburn, aye; and Mr. Weston, aye. Motion carried.

Ms. King made a motion to have the Bureau draft a return letter regarding temporary applications asking for clarification of minimum educational requirements on transcripts to be reviewed by the Board Chair and Ms. Cory. It was seconded by Ms. Chatburn. Motion carried

## **APPLICATIONS**

Ms. Chatburn made a motion to approve the following applications for licensure:

Parker, Dianna	MASA-3300
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It was seconded by Ms. Steen. Motion carried. Ms. King recused herself from voting and discussion.

Ms. Chatburn made a motion to approve the following applications for licensure pending receipt of documents and Board Chair review:

901-153-443  
901-153-728

It was seconded by Ms. Steen. Motion carried.

Ms. Chatburn made a motion to approve the following applications pending receipt of documents:

901-154-007  
901-153-728  
901-153-773  
901-154-151

It was seconded by Ms. Steen. Motion carried.

Ms. Steen made a motion to approve the following applications for licensure:

Coleman, Luke	MASA-3281
Cone, Kara	MASA-3284
Dahl, Jessica	MASA-3296
Davis, Amy	MASA-3304
Dribben, Angela	MASA-3297
Dudley, Kailah	MASA-3305
Fisher, Heather	MASA-3282
Fitch, Crimson	MASA-3294
Jin, Xingxu	MASA-3286
Johnson, Katrina	MASA-3295
Lake, Perry	MASA-3291

Lewis, Danika	MASA-3301
Mu, Isabella	MASA-2871
Primozech, Alexa	MASA-3298
Sabastian, Xiola	MASA-3288
Surrett, Lisa	MASA-3306
Ball, Erin	MASA-3290
McCaleb, Candice	MASA-3295
Tippetts, Courtney	MASA-3299
Presser, Kimber Lee	MASA-3307

It was seconded by Ms. Chatburn. Motion carried.

Ms. Steen made a motion to approve the following application for licensure:

Vieux, Audrey	MASA-3287
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It was seconded by Ms. Chatburn. Motion carried. Mr. Weston recused himself from voting and discussion.

Ms. King made a motion to Table the following applications for more information:

901-149-740  
901-152-846

It was seconded by Ms. Steen. Motion carried.

### **CE COURSE APPROVAL APPLICATIONS**

Ms. King made a motion to approve the following Course Approval Applications:

14817 Cold Stone Therapy for Migraine Headaches 6 Hours  
13407 Structures Integrated for Functional Movement 1 CE Hour  
14760 Raindrop Technique 11 Hours  
13408 Success in a Hospital or Clinical Setting 6 Hours  
14764 Classical Massage ET 5 hours

It was seconded by Ms. Chatburn. Motion carried.

**NEXT MEETING** was scheduled for **November 27, 2017 at 8:30 AM MDT**

### **ADJOURNMENT**

Ms. King made a motion to adjourn the meeting at **3:04 PM MDT**. It was seconded by Ms. Steen. Motion carried.

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Paul J Weston, Chair

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Gail L King

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Carla Anne Steen

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Deborah A Karren

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Linda A Chatburn

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Tana Cory, Bureau Chief